

**Viewing and Checking Electronic Copy of
Eligibility and Certification Approval Report (ECAR)**

- Go to the E-App for Schools Web site (<http://www.eligcert.ed.gov>). Click on “Display your PPA/ECAR”, then go to Section A of the ECAR, under Title IV Student Financial Assistance Programs.
- If the Direct PLUS Loan Program is identified with a “Y” under “certified” and there is an “approval date” for this program, the school is already approved to award Direct PLUS Loans to its graduate and professional students.
- If there is an “N”, a missing approval date, or the Direct PLUS Loan Program does not appear on the ECAR, the school must apply for approval to participate in the Direct PLUS Loan Program on the E-App for Schools Web site.
- To apply for approval to participate in the Direct PLUS Loan Program, the school should select “Add/Drop a Title IV, HEA Program” as the application purpose. The school will then be directed to a question that asks which Title IV program(s) the school wishes to participate in, and then directed to the signature page.
- Upon submission of the application to add the additional program, Federal Student Aid will review the request, generate an approval letter, and update the school's ECAR. A school must have Federal Student Aid's approval letter before originating Direct PLUS Loans for its graduate and professional students.